## **HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE**

Minutes of the Regular Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, February 8, 2014 at 10:00 A.M., in meeting room 4-C located on the fourth floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Maly, Ballweg, Frohling, Greshay, Marsik

ALSO PRESENT: Joseph Rains, Human Resources Director; Sarah Eske, Human Resources Analyst; Angela Zilliox, Human Resources Specialist; Lynn Hron, Clerk of Courts; Ruth Otto, Information Technology Director; Joyce Fiacco, Director of Land Resources and Parks; Scott Smith, Chief Deputy; Patricia Ninmann, Sheriff; Janet Wimmer, Director of Human Services and Health; Jay Westhuis, Jail Programs Specialist.

Meeting called to Order by Chairperson Maly at 10:00 a.m.

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Frohling. Motion carried.

Maly asked if anyone present had any public comments. None were heard.

Motion by Ballweg to approve the minutes of the February 4, 2014 regular meeting of the Human Resources and Labor Negotiations Committee. Second by Marsik. Motion carried. Frohling abstained.

Wimmer addressed the Committee regarding a proposed change from a contracted Medical Director to a County employed Medical Director in the Community Services and Support Unit. Wimmer explained that currently Dr. Roy Eenigenburg is a contracted service provider with the County for 1042 hours of service. She explained that by hiring him as a County employee the County would see an increase to 1404 hours of service. She distributed a fiscal impact review. She stated that this proposal will have no impact on the 2014 amount budgeted for these services. She stated that the proposed wages and benefits of the Medical Director position are equal to the budgeted contract amount in 2014. Wimmer went on to explain the current competition for Psychiatrists is increasing as the number of available doctors is decreasing. She stated that moving Dr. Eenigenburg to a County employee will secure his services now and into the future and will also allow for better management of clinical consultation and operations to support more efficient delivery of services. Wimmer answered questions from Committee members. She stated that she will be taking a resolution to the County Board in March and is here to inform this Committee and ask for their support on the Board floor.

Fiacco explained that the current Senior Survey and Mapping Specialist will be promoted to Senior Surveyor and she will then be looking to refill the Survey and Mapping Specialist I, II or Senior. She completed a JDQ for both the Survey and Mapping Specialist I and II to be

evaluated by Carlson Dettmann for placement in the labor grade structure. Eske explained that at the time of the compensation study no employees were in these levels and therefore they were not reviewed. Eske explained that the recommendation from Carlson Dettmann was to place the Survey and Mapping Specialist I into grade 6 and the Survey and Mapping Specialist II into grade 7. She stated that the Senior Survey and Mapping Specialist is in grade 8. She further stated that these recommendations are in line with other positions where there is a progression to the different levels based on experience and continued education.

Motion by Marsik to approve the recommendation to place the level I in grade 6 and the level II in grade 7. Second by Frohling. Motion carried.

Westhuis introduced himself to the Committee and informed them of the new Treatment Alternatives and Diversion (TAD) Program and grant. He explained the program and benefits it could offer Dodge County. He answered questions from Committee members. He further informed the Committee that he completed a job description and JDQ for the TAD Grant Director position. Eske stated these have been submitted to Carlson Dettmann for a recommendation to place this position in the current labor grade structure. He further stated that he is working with Corporation Counsel on a resolution to create this position in the 2014 budget. He also informed the Committee that as part of the grant he will be hiring a TAD Grant Assistant; which will be a limited term 20 hour per week position. Wimmer explained that the grant also provides for a treatment provider and that she will be absorbing these duties and hours within her current staff. Westhuis said he came to the Committee to inform them of the grant and ask for their support on the Board floor. Frohling commented that State officials had commented that they were very impressed with the grant application written by Westhuis. It was also noted that Dodge County will benefit from Wimmer's previous experience and involvement in Milwaukee County's TAD program.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of the Personnel Requisitions. Motion by Ballweg to approve the Personnel Requisitions as presented. Second by Greshay. Motion carried.

- One (1) Utility II Truck Driver F.T., Highway Department
- One (1) Counselor I, II or III Case Manager-F.T., Human Services & Health Department
- One (1) Technical Services Lead F.T., Information Technology Department

The Committee next discussed the establishment of the Clerk of Court's salary for the next four-year term. Rains stated he gathered information from the same Counties that Carlson Dettmann used for the compensation study. He stated that he also used the recommended labor grade for similar positions within the County to help the Committee compare internal salaries. A lengthy discussion followed.

Motion by Frohling to recommend a 2015 salary of \$66,685 with a 1.5% increase in each following year for the Clerk of Court. Second by Ballweg. Motion carried.

The Committee next discussed the establishment of the Sheriff's salary for the next four-year term. Rains stated he gathered information from the same Counties that Carlson Dettmann used

## HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE - 02/18/14

for the compensation study. He stated that he also used the recommended labor grade for similar positions within the County to help the Committee compare internal salaries. A lengthy discussion followed.

Motion by Greshay to recommend a 2015 salary of \$87,123 with a 1.5% increase in each following year for Sheriff's salary. Second by Maly. Motion carried.

Rains distributed the signature pages for the 2012-2013 Sworn union labor agreement. All members present signed.

Leaves of Absence: None.

The Committee reviewed the Salary, Wage, and Status changes as presented.

<u>NEW HIRE - UNION</u>: None. <u>RE-HIRE - UNION</u>: None. <u>RECLASSIFICATION - </u> <u>UNION</u>: None. <u>STEP INCREASE – UNION</u>: Carmen J. Micale, Jr., Sergeant – Patrol, Sheriff's Department – Patrol Division at \$29.12, Pay Grade SSU08, Step 5M42 effective 02-06-14; Taylor T. Nehls, Traffic Patrol Officer, Sheriff's Department – Patrol Division at \$25.98, Pay Grade SSU04, Step 2M06 effective 02-19-14; Jermey W. Wolfe, Traffic Patrol Officer, Sheriff's Department – Patrol Division at \$28.27, Pay Grade SSU04, Step 6M54 effective 02-22-14. NEW HIRE: None. RE-HIRE: None. LIMITED TERM/SEASONAL: None. <u>RECLASSIFICATION</u>: Linda S. Neitzel, Child Support Specialist II, Child Support Department at \$18.59, Pay Grade DC05, Step ST01 effective 02-27-14; Robert J. Lembke, Center Line Operator, Highway Department at \$21.42, Pay Grade DC04, Step S11B effective 02-01-14; Zachary D. Wilderman, Correctional Officer - Relief, Sheriff's Department - Jail Division at \$16.91, Pay Grade DC04, Step ST01 effective 02-18-14. STEP INCREASE: Christine M. Kjornes, Deputy County Clerk, County Clerk Department at \$17.05, Pay Grade DC03, Step S07A effective 04-03-14; Janet L. Carlson, RN Case Manager-Mental Health, Human Services & Health Department at \$30.97, Pay Grade DC08, Step S11A effective 04-01-14; Karen A. Gonzalez, Social Worker I, Human Services & Health Department at \$21.15, Pay Grade DC06, Step ST02, effective 03-15-14; Yvonne M. Hopkins, Economic Support Specialist II, Human Services & Health Department at \$19.65, Pay Grade DC05, Step ST03 effective 04-01-14; Rosey Phoenix, Psychiatric Therapist II, Human Services & Health Department at \$30.79, Pay Grade DC09, Step S07B effective 03-25-14; Mary P. Rosecky, RN Public Health, Human Services & Health Department at \$30.97, Pay Grade DC08, Step S11A effective 01-01-14; Elizabeth J. Schober, Counselor III, Human Services & Health Department at \$27.24, Pay Grade DC07, Step S09A effective 03-28-14; Melissa M. Zarczynski, Senior Social Worker, Human Services & Health Department at \$28.54, Pay Grade DC08, Step S07B effective 04-05-14; Arla M. Folbrecht, Deputy Secretary, Sheriff's Department – Jail Division at \$20.00, Pay Grade DC03, Step S14A effective 03-31-14; Rickey L. Gempeler, Jail Supervisor, Sheriff's Department – Jail Division at \$29.93, Pay Grade DC08, Step S09B effective 04-12-14; Brenda M. Pieper, Corporal – Jail, Sheriff's Department – Jail Division at \$26.33, Pay Grade DC06, Step S11A effective 04-09-14; Jeffrey A. Schlegel, Jail Programs Specialist – Relief, Sheriff's Department – Jail Division at \$25.21, Pay Grade DC05, Step S13B effective 03-26-14. NON-SCHEDULED INCREASE: None.

## HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 02/18/14

The Committee reviewed the Orientation Period Report as presented.

Committee Member Reports: None.

## **HR Director's Report:**

- a) <u>Disciplinary Actions</u>: Rains informed the Committee that an employee of the Human Services and Health Department was terminated for failure to perform her duties in an acceptable manner.
- b) <u>Grievances and Arbitrations</u>: Rains informed the Committee the Sheriffs Sworn step increase arbitration is scheduled for February 20, 2014.

Rains informed the Committee that he received dates from Arbitrator Bill Houlihan regarding an IHO hearing in the matter of the termination of a Clearview employee. He stated he has replied and is waiting for David Dorn, AFSCME Staff Representative to confirm which dates he and the grievant are available.

Rains stated that the dates of March 12, 19, or 26 have been proposed for the initial proposal exchange with the Sworn union for negotiations.

Future Agenda Items:

Future Meeting Dates and Times:

The next regular scheduled meetings of the Human Resources and Labor Negotiations Committee are: March 4, 2014 and March 18, 2014 at 10:00 a.m. in room 4C of the Administration Building.

Meeting adjourned by order of the Chairperson at 12:15 p.m.

Richard Greshay, Secretary

Donna Maly, Chalrperson

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.